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ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:	NO.
	DATE 4 Dec. 1952

TO	ROOM NO.	DATE REC'D	DATE FWD'D	OFFICER'S INITIALS	COMMENTS
1. 25X1 Personnel Director	North 200	11 DEC 1952			For your concurrence or comment
2.	204 No	11 Dec 52	15 Dec 52		1-2. For comments and/or recommendations.
3. Comptroller Attn:	210 Central				2-3 Attached is a copy of staff study on Agency leave policies. An attachment to this study is a proposed revision of CFR 14.2 which was suggested by your office. In accordance with conversation this date, it is suggested that this section and also section 4.3(C) should be considered for revision. This office has no disagreement with the proposed revision of section 5.5.
4. 25X1					
5.					
6.					
7.					
8.					
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13.					
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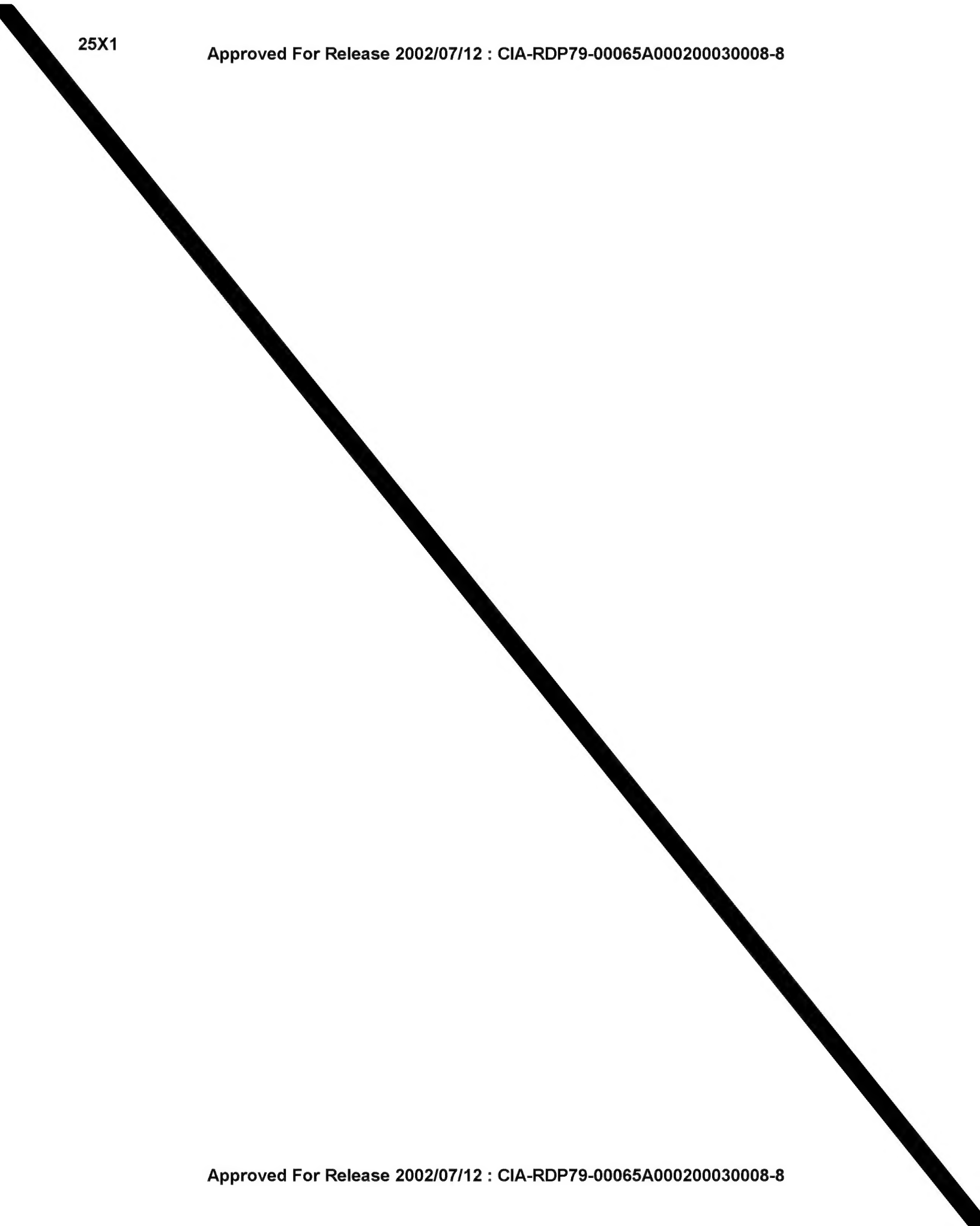

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TAB A

14 August 1952

TAB A

MEMORANDUM FOR: Assistant Director (Personnel)

SUBJECT: Proposed Changes in Agency Leave Policies

Basic recommendations made in the Staff Study on the above subject, dated 23 June 1952, are approved subject to the condition that no new regulations be issued until the Finance Division, Comptroller's Office, has confirmed that an effective procedure for the handling of leave held in escrow has been developed. When such a procedure has been developed and is reduced to notice form, please submit appropriate regulatory revisions for signature.

/s/
WALTER REID WOLF
Deputy Director
(Administration)

1 Att - Staff Study, same subject

cc: Comptroller
General Counsel
AD/S

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Next 11 Page(s) In Document Exempt

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